

**METROPOLITAN HUMAN SERVICES DISTRICT
BOARD OF DIRECTORS MEETING
November 18, 2011
MINUTES**

A meeting of the Board of Directors of the Metropolitan Human Services District was held on Friday, November 18, 2011 at the Central City Behavioral Health Center. Dr. Pam Jenkins, Chair, called the meeting to order at 12:49 pm.

In addition to Dr. Jenkins, Board members in attendance were: Polly Campbell, Dr. Joe Constans, Gwen Richardson and Robin Pannagl.

Board members not in attendance were: Dr. Don Erwin, Dr. Cheryl Bowers-Stephens, Dr. Ben Springgate and Clare Jupiter.

Staff members present were: Judge Calvin Johnson, Dr. Charlotte Cunliffe, Dr. Craig Coenson and Meghan Ferris.

Chief Financial Officer's Report: Dr. Cunliffe shared definitions and information related to MHSD's means of financing, budgeting and funding sources. She also shared MHSD's budget information for July 1, 2011 through October 30, 2011. Board members then posed various questions related to MHSD's financing, budgeting and funding sources to Dr. Cunliffe.

Approval of Minutes: Dr. Constans moved approval of the October 21, 2011 minutes. Gwen Richardson seconded the motion, and it was passed unanimously.

Chair's Report: Dr. Jenkins requested a motion to approve amendment of the agenda to remove the presentation by Kathy Kliebert, DHH Deputy Secretary, as Ms. Kliebert was unable to attend the meeting. Gwen Richardson moved approval of amending the agenda, and Robin Pannagl seconded the motion, and it was passed unanimously. Dr. Jenkins reviewed an email she had sent to Board members about creating program working groups within the Board. She then requested a motion to create a nominating committee for Board officers consisting of Polly Campbell and Robin Pannagl. Dr. Constans moved approval of the creation of a nominating committee, and Robin Pannagl seconded the motion, and it was passed unanimously. Dr. Jenkins also suggested the creation of the following working committees; Monitoring Committee – Polly Campbell and Clare Jupiter, Fiscal Committee – Ben Springgate and Joseph Constans, Board Development Committee – Gwen Richardson and Don Erwin. Dr. Jenkins will be an ad hoc member of all the committees.

Executive Director's Report: Judge Johnson stated that the Electronic Medical Records implementation is going smoothly, with a live date scheduled for December 5, 2011. He shared that MHSD intends to issue RFPs for Adult Behavioral Health Services and Children's Behavioral Health Services in December.

Invitation for Public Comment: There were no members of the public present.

Next Meeting: The next meeting is scheduled for December 16, 2011 at the Central City Behavioral Health Center.

Adjournment: The meeting was adjourned at 2:17 pm.